

OFFICIAL MINUTES OF THE BOARD OF TRUSTEES  
COMMUNITY COLLEGE DISTRICT OF JEFFERSON COUNTY, MISSOURI  
July 11, 2013  
(633<sup>rd</sup> Meeting)

The Board of Trustees of the Community College District of Jefferson County, Missouri, met in regular session on Thursday, July 11, 2013, at 8:07 a.m. in the Administration Board Room on the Hillsboro campus. pusiYes

Mr. Davis	— x
Mr. Engelbach	x
Mrs. Hargis	x
Mr. Scaggs	x
Mr. Winkelman	x
President Meinberg	Absent

Also present:

College President Ray Cumiskey The Mission of Jefferson College Foundation,  
growth and development of Jefferson College in ways that are beneficial  
staff and facilities.”

**FY 2013 Highlights:**

- Annual Giving Campaign (Viking Fund)
- Major Gifts (Ault, AT&T and Commerce Bank)
- Scholarships (Jane Houser Endowed Scholarship)
- Special Events (Jazz & Jeans, Golf Tournament)
- Stewardship of Alumni & Friends
- Athletic Department working relationship
- Board Development (Pannas)
- Public Relations & Marketing

**FY 2014 Goals:**



Motion was presented by Mr. Winkelman to approve the following resolution:



## Approval of HESI Testing Contract

In an effort to support the institutional strategic aims of the Bi

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to ratify the total amount of \$66,150 from Kaplan Test Prep of New York, New York.

## Approval of CDC Secure Door Access

In an effort to provide a safe and secure environment for the Hillsboro Campus Child Development Center and ATS building classroom, we are recommending the purchase of a secure door access system. The system will provide video monitoring at main front door, card reader access at doors, and emergency lock-down stations at three locations.

The Strategic Planning Committee approved this project as a capital expense for fiscal year 2013.

Bid specifications were prepared and sent to six contractors as well as local newspaper advertisement for bid. Eight contractors attended the pre-bid meeting. Five contractors submitted bids with all five meeting specifications.

<u>Vendor</u>	<u>Bid</u>
<b>Hackett Security, St. Louis, MO</b>	<b>\$14,151.35</b>
Huffman Security, Arnold, MO	\$17,799.95
Beisher Lock & Security, St. Louis, MO	\$20,180.85
H&G Sales, St. Louis, MO	\$22,698.00
Aschinger Electric, Fenton, MO	\$23,989.00

It is recommended that the bid to provide and install the secure door access system at the Hillsboro Campus Child Development Center and ATS building classroom be awarded to the low bidder, Hackett Security of St. Louis, Missouri, in the amount of \$14,151.35.

References have been checked for Hackett Security and were found satisfactory.

This is a prevailing wage project and requisite advertising was completed.

Plant funds will be used for this project.

Motion was presented by Mrs. Hargis to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri, to award the purchase of the secure door access system in the amount of \$14,151.35 to Hackett Security of St. Louis, Missouri.

The motion was seconded by Mr. Winkelman. Board Vice President Mr. Davis, hearing approval from all members, declared the motion carried and the resolution duly adopted.



### Approval of Directional Signs

In an effort to continue to upgrade and improve both student and community interaction at the Hillsboro Campus, we are recommending the purchase of new directional signs. The new signs will include 4 visitor orientation signs, 11 campus directional signs, and 3 building directory signs.

The Strategic Planning Committee approved this project as a capital expense for fiscal year 2014.

Bid specifications were prepared and sent to five sign companies as well as local newspaper advertisement for bid. Three companies attended the pre-bid meeting. Two companies submitted bids.

<u>Vendor</u>	<u>Bid</u>
Excel Signs and Design, Arnold, MO	\$47,935
E A Boyer Building & Design, Desoto, MO	\$71,412



#### Appointment of Philosophy Faculty – Mr. Brian Dunst

Ms. Shirley Davenport, Dean of Arts & Science Education, has recommended filling a vacant philosophy faculty position with Dr. Brian Dunst on a 9.5-month temporary appointment at a Level I annual salary of \$43,553 for the 2013-2014 academic year. Dr. Mindy Selsor and I concur with this recommendation.

A search was conducted, and he was chosen by a search committee comprised of Division Chair Michael Booker, Professor Andrea St. John, and Professor Susan Todd.

Motion was presented by Mrs. Hargis to approve the following resolution:

BE IT RESOLVED by the Board of Trustees of the Community College District of Jefferson County, Missouri that Dr. Brian Dunst be appointed as Level I full-time philosophy faculty on a 9.5-month temporary appointment at an annual base salary of \$43,553 for the 2013-2014 academic year.

The motion was seconded by Mr. Winkelman. Board Vice President Mr. Davis, hearing approval from all members, declared the motion carried and the resolution duly adopted.

#### Appointment of Anatomy and Physiology Faculty – Dr. Bruce Carr

Ms. Shirley Davenport, Dean of Arts & Science Education, has recommended filling an anatomy and physiology faculty position with Dr. Bruce Carr on a 9.5-month term appointment at a Level II annual salary of \$54,030 for the 2013-2014 (t) 0 Tcc 0.014 Tand phi01nke

### Appointment of EMS Faculty – Mr. James Bringer

Dr. Dena McCaffrey, Dean of Career and Technical Education, has recommended filling a new EMS faculty position with Mr. James Bringer on an 9.5-month term appointment effective August 12, 2013, at a Level I annual salary of \$48,053. Dr. Mindy Selsor and I concur with this recommendation.

A search was conducted, and she was chosen by a search committee comprised of Director of Public Safety Diane Scanga, Earl Neal, and Richard Marty.

Motion was presented by Mr. Scaggs to approve the following resolution:

